Action Plan Evaluation/Reflection – Semester 2 2010 – Semester 1 2011

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| Task: | What has been done? | What needs further work? |
| Assessment | * Assessment packages * Assessment boxes * Assessment Filing Cabinet * Assessment Tracking Sheets * Assessment Codes (AOL and AFL) * Assessment task – Maths 1 minute test * Consistency with grading with reports * Informal way of reporting to parents | * Review Standardised Testing timetable as a staff – are these the best ones to use for AFL and AOL??? – What are other schools doing? * More staff discussions about AFL and AOL – how AOL is driving your teaching & learning? * Involve students in the process of assessment time – to share and reflect on learning (teach learning journeys?) * examples of how we are using AOL and AFL in the classroom * Staff sharing * Filling in Assessment tracking sheets * Analysing Maths 1 minute test * Informal way of reporting to parents * Extend AFL and AOL to other KLAs |
| Targets | * Smart Notebook document to teach about targets (can be edited to suit your class) * Infants – Whole class targets * Primary – Individual targets * Target setting sheet – consistent from K-6 * Target achieved note that can go home to inform parents * Assembly slide- for Yr 6’s to add names to – to celebrate students achieving targets * Target award – to congratulate students | * Better utilise : * Target setting sheet – consistent from K-6 * Target achieved note that can go home to inform parents * Assembly slide- for Yr 6’s to add names to – to celebrate students achieving targets * Target award – to congratulate students * Other measureable targets (like minute maths test) * Set aside teaching time and reflection time to review targets with students – block this out in term planner? * Creative use of release time? * Share ideas for how to keep a record of targets – checklists etc |

* The data below has been added into the Action Plan for Semester 2 2011 below

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| LTLL Focus | Task | By Whom? | By When? | Achieved? |
| Assessment FOR and OF Learning (Data Driven Pedagogy) | Review standardised testing-Which are the best for use for AFL and AOL? | Whole staff | Week? Term ? 2011 |  |
| Extend AFL and AOL to other KLAs | Whole staff | Term 3 and Term 4 2011 |  |
| Examples of how we are using AOL and AFL in the classroom (Staff Sharing) – highlighting skills focus based on AFL  More staff discussions about AFL and AOL – how AOL is driving your teaching & learning? – use this info to guide next task | Whole staff | Week? Term ? 2011 |  |
| Involve students in the process of assessment time – to share and reflect on learning (teach learning journeys?) \* General Assessment process K-6? | Whole staff  Laura & Benetta | Semester 2 2011  Term 3 Week ? 2011 |  |
| Filling in Assessment tracking sheets | Whole staff | Semester 1 Data by Wk 1 T3 2011  Semester 2 Data by ??? |  |
| Administering and Analysing Maths 1 minute test | Whole staff | Administer and Analyse Wk 1 T3 2011 ready for use for warm ups in Term 3 – reassess Week 9 T3 |  |
| Informal way of reporting to parents | Laura & Benetta  then Whole Staff | Week? Term ? 2011 |  |

**Action Plan– Semester 2 2011 – Semester 1 2012**

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| LTLL Focus | Task | By Whom? | By When? | Achieved? |
| Target Setting | * Better utilise : * Target setting sheet – consistent from K-6 * Target achieved note that can go home to inform parents * Recording targets * Assembly slide- for Yr 6’s to add names to – to celebrate students achieving targets * Target award – to congratulate students | Whole Staff | Semester 2 2011 |  |
| Set aside teaching time and reflection time to review targets with students – block this out in term planner? | Whole Staff | Block out time in Week 10 Term 2 and/or Week 1 Term 3 2011 |  |
| Creative use of release time?  Share ideas for how to keep a record of targets – checklists etc | Whole Staff | Staff meeting sharing session – Week? Term ? 2011 |  |

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| LTLL Focus | Task | By Whom? | By When? | Achieved? |
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